

SPCC PLAN FOR (PROJECT NAME)

(PROJECT LOCATION)

(CITY/COUNTY), WASHINGTON

Prepared for

Washington State Department of Transportation

(Date)

Prepared by

(Your Company Name and Address)

SPCC PLAN OUTLINE (WSDOT REQUIRED ELEMENTS)

- **1.A. - Site Information:** Identify general site information useful in construction planning, recognizing potential sources of spills, and identifying personnel responsible for managing and implementing the plan.
- **1.B. - Project Site Description:** Identify staging, storage, maintenance, and refueling areas and their relationship to drainage pathways, waterways, and other sensitive areas. Specifically address:
 - the Contractor's equipment maintenance, refueling, and cleaning activities.
 - the Contractor's on site storage areas for hazardous materials.
- **1.C. - Spill Prevention and Containment:** Identify spill prevention and containment methods to be used at each of the locations identified in B., above.
- **1.D. - Spill Response:** Outline spill response procedures including assessment of the hazard, securing spill response and personal protective equipment, containing and eliminating the spill source, and mitigation, removal and disposal of the material.
- **1.E. - Standby, On-Site Material and Equipment:** The plan shall identify the equipment and materials the Contractor will maintain on site to carry out the preventive and responsive measures for the items listed.
- **1.F. – Reporting:** The plan shall list all federal, state and local agency telephone numbers the Contractor must notify in the event of a spill.
- **1.G. - Program Management:** Identify site security measures, inspection procedures and personnel training procedures as they relate to spill prevention, containment, response, management and cleanup.
- **1.H. - Pre-existing Contamination:** If preexisting contamination in the project area is described elsewhere in the plans or specifications, the SPCC plan shall indicate measures the Contractor will take to conduct work without allowing release or further spreading of the materials.
- **2.A. – Attachment:** Site plan showing the locations identified in (1.B. and 1.C.) noted previously.
- **2.B. – Attachment:** Spill and Incident Report Forms, if any, that the Contractor will be using.

INTRODUCTION

This Spill Prevention Control and Countermeasure (SPCC) Plan has been prepared by ***(your company name)*** to satisfy Washington Department of Transportation (WSDOT) Standard Specification Section 1-07.15 contract requirements. This is a site-specific SPCC plan that outlines the project scope of work (including equipment, materials, and activities) and presents a comprehensive plan to prevent, respond to, and report spills or releases to the environment. The SPCC plan will be updated as project work progresses or site activities change. An updated copy of this SPCC plan will be maintained at the project site.

SITE INFORMATION

This SPCC plan was developed for the (***Project name***). (***Your company name***) was contracted to (***description of the work***).

General Site Information

See SPCC Plan Preparation Instructions.

Sensitive Areas/Receptors

See SPCC Plan Preparation Instructions.

Potential Spill Sources

See SPCC Plan Preparation Instructions.

Contractor Personnel

The (***Your company***) designated person responsible for managing, implementing, and maintaining this SPCC plan is (***name***). His designated alternative is (***name***). Project phone numbers are as follows:

- (***List***)

PROJECT SITE DESCRIPTION

See SPCC Plan Preparation Instructions.

Items Brought On-site

See SPCC Plan Preparation Instructions.

Pre-existing Site Conditions

See SPCC Plan Preparation Instructions.

Table 1
Items Brought Onsite

Equipment Brought On-Site	Quantity	Materials Brought On-Site	Maximum Quantity

SPILL PREVENTION AND CONTAINMENT

See SPCC Plan Preparation Instructions.

Table 2
Spill Prevention and Containment Methods

Potential Spill Source	Spill Prevention Methods	Spill Containment Methods
Known Site Conditions		
Unknown Site Conditions		

SPILL RESPONSE

Response in the first ten to fifteen minutes is critical to minimize the impacts to human health and the environment and to minimize property damage and cleanup costs.

See SPCC Plan Preparation Instructions.

STANDBY, ON-SITE MATERIAL AND EQUIPMENT

See SPCC Plan Preparation Instructions.

TABLE 3
Spill Response Equipment Brought On-Site

Equipment	Quantity	Equipment Staging and Maintenance, Fueling, Hazardous Material Staging, and Hazardous Waste Storage Areas	Areas of Known Pre-existing Contamination	Contaminated Soil Stockpiles

REPORTING

The (***Your company name***) responsible person for the SPCC plan, (***name***), will contact WSDOT project representatives and the regulatory agencies regarding spill response activities. We will work with the WSDOT project manager to ensure the proper information and data is collected and communicated to the appropriate agencies. Table 4 identifies local, state, and federal authorities and private resources that may be used in implementing this SPCC plan.

See SPCC Plan Preparation Instructions.

Table 4
Agency Notification Reference List

Agency & Responsibilities	Phone Contacts
Fire Department <ul style="list-style-type: none"> • Fire fighting • Emergency medical response • Community evacuation 	911
Police Department <ul style="list-style-type: none"> • Police authority 	911
Public Works Department <ul style="list-style-type: none"> • Information on storm drains and other utilities 	
Hospital <ul style="list-style-type: none"> • Emergency medical treatment 	
Washington State Department of Ecology Toxics Cleanup Program <ul style="list-style-type: none"> • Reporting spills to soil 	(360) 407-7170
National Response Center <ul style="list-style-type: none"> • Reporting spills to water 	(800) 424-8802
Washington State Emergency Management Division <ul style="list-style-type: none"> • Reporting spills to water 	(800) 258-5990
Spill Response Contractor <ul style="list-style-type: none"> • Emergency spill response 	

PROGRAM MANAGEMENT

Site security measures, site inspection procedures, and personnel training related to spill prevention, containment, response, management, and cleanup are outlined below.

Security

See SPCC Plan Preparation Instructions.

Site Inspections

See SPCC Plan Preparation Instructions.

Personnel training

See SPCC Plan Preparation Instructions.

General Responsibilities for Personnel

See SPCC Plan Preparation Instructions.

PRE-EXISTING CONTAMINATION

See SPCC Plan Preparation Instructions.

ATTACHMENT A
SITE PLAN

(Your Company Name).

ATTACHMENT B

SPILL AND INCIDENT REPORT FORMS

Instructions: Complete for any type of petroleum product or hazardous materials/waste spill or incident. Provide a copy of this report to management.

1. Person Reporting Spill or Incident:

Name		Address	
Organization			
Title			
Telephone			
Fax		Signature	

2. Type of Spill:

Common Name of Spilled Substance	
Quantity Spilled (Estimate)	
Concentration (Estimate)	
Date of Spill	___/___/___

Time Spill Started	___ AM ___ PM	Time Spill Ended	___ AM ___ PM
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3. Location of Spill:

SPILL TO LAND	SPILL TO WATER BODY
Name of Site:	Name of Water Body:
Street Address:	Location of Discharge with Reference to Fixed Point:
City/Town:	Description of Area from which spilled material may reach:
County:	

4. If no spill, describe incident:

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5. Actions taken:

To contain spill or impact of incident:

To clean up spill or recover from incident:

To remove cleanup material:

To prevent reoccurrence:

6. Person responsible for managing termination/ closure of incident or spill:

Name: _____

Phone: _____

Fax: _____